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14 JUL 1970

Mr. Bannerman:

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Some points you may want to cover in your discussion with

1. Role of the IP Board and its Chairman

- a. At the first meeting of the IP Board which Chuck chaired he said he planned to meet with each of the Deputies to get from them some notion of how they feel about the role of the IP Board, its chairman, and the general subject of ADP management in the Agency. You may want to get from him some feeling for what he understands his charter from Mr. Helms and Colonel White to be.
- b. How does he see his role as Deputy Director, PPB in relation to his role as Chairman of the IPC. And you might want to give him your views on the relationship or the split between these two roles.
- c. We need to intensify the emphasis on the planning and programming and de-emphasize budgeting aspects of PPB, particularly as it relates to information processing activities.
- d. We need to focus on the problem of managing the activities which use computers as opposed to managing computers themselves - the point which was made in Colonel White's memorandum of 13 October 1969 to the Deputies on the subject of managing information processing. Nothing has been done in an Agency context to implement the principles set forth in that memorandum. One Memorandum, dated 21 April 1970, has

*Del report - what does ADP do for sure?*

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been issued by Colonel White on the subject of approvals concerning acquisition of ADP equipment which focuses on hardware and dollar levels of approving authority. Another memorandum focusing on remote terminals is being drafted. A third memorandum focusing on systems engineering services is about ready to be issued. All of these focus on hardware and cost. Nothing has been done about the real guts of Colonel White's 13 October memorandum.

2. IP Staff - IP&E Team

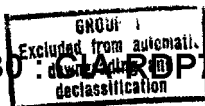
I believe I mentioned at a noon meeting that the concept of the Information Processing Staff as a separate element within OPPB has been abandoned. They plan that its members will function as the Information Processing and Exploitation (IP&E) Team of OPPB. I do not know whether this is good, bad, or indifferent. The separation of roles is fictional in any case because the same people perform both functions. I am troubled by having Support information processing blanketed into the IP&E category - if that indeed will follow - because in my opinion it just does not fit. We need clarification more than we need to superimpose a haze over what is already foggy.

3. ADP Policy Issuances and Procedures

- a. We should get away from the proliferation of memorandums to implement ADP policy and procedure and begin developing a body of regulatory material.

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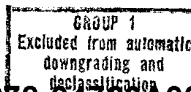


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- b. We need a more systematic way of dealing with ADP proposals which require Colonel White's approval. At the present time proposals from DDS Offices will come to me and Mr. Coffey or you. We may, and probably will, go back to the office with questions. If we approve, the proposal will go to Colonel White who will send it to PPB. The IP Staff (or IP&E Team) will examine it and ask further questions of the office. The proposal then may be submitted to the IP Board and other Board members may have questions requiring that we go back to the office. In the process the office making the proposal may have to cover the same ground three or four times and if it has been included in an earlier program submission the office presumably will have been required to respond to cross examination in the program - budget cycle. We need to simplify this process in a systematic way.
- c. We need to have some way to ensure that proposals get the same scrubbing and that the same criteria for approval are applied to proposals regardless of Directorate origin. OCS hardware and software plans should be scrutinized with at least the same intensity as is applied to RID, NPIC, or CRS. Automatic dissemination proposals emanating from CRS should be looked at just as hard as proposals for automated communications terminals (ACT) are looked at in the Office of Communications and maybe someone at the Agency level should look at both of these and decide whether we should allow two separate systems of this sort to be developed.

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- d. Problems of this kind raise the question of the need for a staff competence at the Agency level. The Information Processing Board can raise questions but they have no one to turn to to analyze the problems in depth and produce a reasonable justification and recommendation for proceeding in one direction or another.

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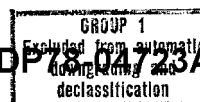
- e. [REDACTED] has repeatedly offered to the Information Processing Board the idea of a highly competent technical staff at the Agency level and I have repeatedly endorsed it but no one has picked it up and done anything about it. In this connection it would be useful if you could find the time to read the long memorandum I sent to you on 26 May 1970 on the subject of managing records and information processing activities before you have this conversation with [REDACTED]

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4. SIPS Briefing

An in depth briefing on the SIPS program should be included as a part of the "reading in" process Chuck is going through. It might be helpful if you acknowledged that progress with the SIPS program is slow but the reasons for this as you understand them are acceptable; that the success of the SIPS program continues to be one of the most important projects in the Support Directorate and the Agency; that we need to have people in PPB who understand it thoroughly and have some sympathy for it rather than people who are content to sit back, take pot shots, and wait for it to fail.

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5. Computer Security

Technical security in the ADP world will be a matter of interest to [REDACTED] and you may or may not want to say anything about that in the light of your recent conversations with Oz.

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6. Other

You may want to refer to [REDACTED] departing paper to see whether it contains anything you would like to discuss.

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7. Chuck plans to talk to the IPC's individually after he talks to the deputies. You may prefer to leave some of the topics outlined above for me to discuss when my turn comes.

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[REDACTED]  
Chief, Support Services Staff

DDS/SSS/RHW:rf (14 July 1970)

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